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**Program Enhancement Plan
Child Welfare Case Process Committee
Meeting Notes**

July 18, 2005
Pyle Center, Madison, WI

1. Workgroup Meetings (Access/Initial Assessment and Ongoing Services)

Each workgroup met separately for the most of the day to discuss and review draft policies and other requirements related to the PEP.

The Access/Initial Assessment workgroup began discussion related to the case finding memo. The workgroup also discussed updated information in the Access Standard as well as potential eWiSACWIS changes to streamline the Access process.

The Ongoing Services workgroup reported that the Family Interaction policy went through WCHCA review and the policy will be issued by July 31, 2005 with an effective date of October 31, 2005. A series of regional roundtables will be scheduled to provide training on this new policy.

The workgroup also discussed and revised the caseworker face-to-face contact policy. This policy will be reposted to the bulletin board and comments will be shared with the workgroup at the August meeting.

2. Full Committee Meeting

Reggie provided the committee with an overview of the timelines for the development of each policy the workgroups are developing or revising. This timeline is attached to the minutes.

Each workgroup then provided updates to the full committee.